



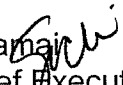
SACHI A. HAMAI
Interim Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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June 1, 2015

To: Patrick Ogawa
Acting Executive Officer

From: Sachi A. Hamai 
Interim Chief Executive Officer

Board of Supervisors
HILDA L. SOLIS
First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

REVIEW OF BOARD POLICY NO. 3.080

We have reviewed the above referenced policy and have no comments or revisions on the attached policy as currently written. Consequently it is our recommendation that the policy be reissued and extended as appropriate.

If you have any questions or need any further information, please contact Robinetta Mack at (213) 974-1715.

SAH:RM:mj

Attachment

ATS # C100442

"To Enrich Lives Through Effective And Caring Service"

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Los Angeles County BOARD OF SUPERVISORS POLICY MANUAL

Policy #:	Title:	Effective Date:
3.080	Department Head Notification To The Board Prior To Service Curtailments Or Layoffs	02/22/96

(See also [9.160](#) and [9.170](#))

PURPOSE

Minimizes the gap between the time the Board of Supervisors votes to reduce or eliminate a service and when the service is actually no longer available to the public. The same gap often exists when layoffs are necessary, as it pertains to closures of County facilities from which a service to the public is provided.

REFERENCE

February 22, 1996 Board Order, [Synopsis 5](#)

POLICY

Department Heads are required to notify the Board of Supervisors, one month prior to actual service curtailments or layoffs, of the schedule for disruption or termination of service and/or layoffs. Notification should include any negotiated mitigation, if available, to replace the terminated service, such as privatization, assumption of service by another governmental agency, and plans for notifying the affected constituents.

RESPONSIBLE DEPARTMENT

Chief Executive Office

DATE ISSUED/SUNSET DATE

Issue Date: February 22, 1996
Review Date: October 18, 2001
Review Date: September 15, 2005
Review Date: October 21, 2010
Review Date: June 01, 2015

Sunset Review Date: February 22, 2001
Sunset Review Date: October 18, 2005
Sunset Review Date: September 15, 2010
Sunset Review Date: September 15, 2015
Sunset Review Date: September 15, 2020